



CITY OF BELMONT

FROM: Laurie Shiels, Housing Specialist
Carlos de Melo, Administrative Officer

RE: Resolution Authorizing an Extension of a Professional Services Agreement with
HIP Housing to Provide Housing Assistance to Belmont Residents for \$15,000
(FY 2012)

Honorable Chair and Board Members:

Description of Purchase Request

Staff requests that the Board authorize an extension of the Agency's contract with HIP Housing in order to allocate \$15,000 in funding for HIP Housing to continue providing affordable housing services to residents of Belmont during Fiscal Year 2012.

The Agency has historically provided funding to HIP Housing (Human Investment Project), to help Belmont residents who are in need of affordable housing. The funding amount is typically \$15,000, as it has been in recent years. The assistance comes in the form of three programs: 1) Home Sharing, 2) Self-Sufficiency, and 3) Property Development. HIP Housing cites Home Sharing as the most crucial program for Belmont residents during these tough economic times. The attached letter from HIP Housing gives an overview of their services and states the mission, goals and objectives for the upcoming fiscal year.

Financial Implications

The total cost of the housing services is \$15,000. The funding source is the LMI "Other Professional Technical" Fund 251-902-8351, "Contracts with Housing Service Providers."

Alternatives

1. Take no action.
2. Deny the contract extension.
3. Refer back to staff for additional information.

Attachments

- A. Implementing Resolution
- B. Letter from HIP Housing, dated February 11, 2011

Respectfully submitted,

Laurie Shiels
Housing Specialist

Carlos de Melo
Administrative Officer

Greg D. Scoles
Executive Director

Staff Contact:

Laurie Shiels, Housing Specialist
(650) 637-4717
lshiels@belmont.gov

REDEVELOPMENT AGENCY RESOLUTION NO. _____

RESOLUTION AUTHORIZING AN EXTENSION OF A PROFESSIONAL SERVICES AGREEMENT WITH HIP HOUSING TO PROVIDE HOUSING ASSISTANCE TO BELMONT RESIDENTS FOR \$15,000 (FY 2012)

WHEREAS, the City's purchasing policy requires that purchases exceeding \$5,000 must be approved by the Council; and,

WHEREAS, the Agency specifically has a need for those services listed in the attached "Mission, Goals, and Objectives" of HIP Housing; and,

WHEREAS, The Agency desires to assist current and future residents of Belmont in securing housing opportunities that meet their economic and social needs; and,

WHEREAS, the Agency desires to encourage a balance between jobs and housing by supporting suitable housing opportunities for the local workforce; and,

WHEREAS, the Agency has allocated funds for the extension of the contract with HIP Housing for FY 2012; and,

NOW, THEREFORE, BE IT RESOLVED that the Belmont Redevelopment Agency authorizes an Extension of a Professional Services Agreement with HIP Housing to provide Housing Assistance to Belmont Residents for \$15,000 in Fiscal Year 2012.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the Redevelopment Agency of the City of Belmont at a regular meeting thereof held on March 8, 2011 by the following vote:

AYES, COUNCILMEMBERS: _____

NOES, COUNCILMEMBERS: _____

ABSTAIN, COUNCILMEMBERS: _____

ABSENT, COUNCILMEMBERS: _____

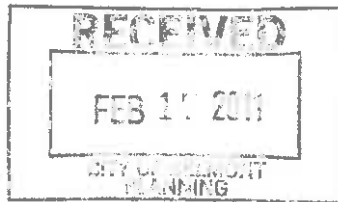
Secretary, Redevelopment Agency

APPROVED:

Chair, Redevelopment Agency



HIP Housing



February 11, 2011

Ms. Laurie Shiels
Housing Specialist
Community Development Department
City of Belmont
1 Twin Pines Lane #310
Belmont, CA 94002

Dear Ms. Shiels,

HIP Housing (Human Investment Project) thanks you for reviewing this request for a renewal of the Professional Services Agreement with the City of Belmont, which provides affordable housing to residents of Belmont. Attached is HIP Housing's proposal for fiscal year 2011 - 2012, requesting \$15,000 in Redevelopment Funds for its programs: Home Sharing, Self-Sufficiency and Property Development.

While all of HIP Housing's programs provide housing options for Belmont residents, the Home Sharing Program is an especially needed resource during these difficult economic times. This Home Sharing Program provides affordable housing that is readily available and cost effective for residents. Last year the Home Sharing Program served 36 residents of Belmont. Residents served were vulnerable populations: 67% were below poverty level, 31% were disabled, and 64% were either homeless or at risk of homelessness. Belmont residents also benefit from HIP Housing's other programs: in 2009-2010, five single parent families, representing five adults and ten children, were served by the Self-Sufficiency Program. In addition, 50 residents received housing information and referrals.

The Belmont residents coming to HIP Housing for assistance tell us that they have experienced financial difficulties due to job loss, medical issues, foreclosure, rising debt, divorce or disability. As unemployment has increased, and more people are also under-employed, requests for HIP Housing's services increased last year. Home Sharing provides a way for Belmont families to save on housing costs, enabling residents to maintain their housing, or to locate housing they can afford. When they home share, residents are able to continue living in Belmont, and do not have to move far away from their jobs, family and support networks.

All of us at HIP Housing appreciate the support you and your staff provide throughout the year. Thank you being a partner in our work, and for considering this request.

Sincerely,

Bruce Hamilton

Bruce Hamilton
Executive Director

Lois Marshall-Ward

Lois Marshall-Ward
Development Director

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A Place to Call Home

- Home Sharing
- Self-Sufficiency
- Home Equity Conversion
- Property Development

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EXHIBIT B

Fiscal Year: 2011-2012 Jurisdiction: City of Belmont

GRANTEE: HIP Housing (Human Investment Project)

Program: Home Sharing Program

MISSION, GOALS, AND OBJECTIVES

Mission, Goals and Objective statement should state what is to be accomplished or provided by your organization to the citizens of Belmont. Please state how long your organization has been conducting business in Belmont, your organization's goals, the planned benefits to the community and also past indicators or accomplishments. You may add any explanatory comments that will assist the City in understanding the status or purpose of our organization (Use separate paper if needed).

Mission

HIP Housing's (Human Investment Project) mission is to invest in human potential by improving the housing and lives of people in our community. To fulfill this mission, HIP Housing helps low-income individuals and families to live independent, self-sufficient lives in decent, affordable housing through its Home Sharing Program, Self-Sufficiency Program, and Property Development Program.

HIP Housing Serving Belmont Residents since 1972

HIP Housing has been meeting the housing needs of the City of Belmont since for 39 years. The residents served are low-income individuals and families, seniors, persons with disabilities and single-parents and their children.

In fiscal year 2009-2010, HIP Housing's Home Sharing Program served 36 Belmont residents. An additional 50 residents were served by staff that provided telephone counseling and referrals to Belmont residents who called HIP Housing for assistance. HIP Housing's Self-Sufficiency Program assisted 5 single parent families, representing 5 adults and 10 children, providing housing support and case management services.

Belmont residents served were from vulnerable populations: 14% were seniors, 31% were persons with disabilities; 67% were below the poverty level incomes. These Belmont individuals and families were either homeless or at risk of being homeless without HIP Housing's Programs.

The City of Belmont's past support has enabled HIP Housing to provide valuable resources for permanent affordable housing for Belmont residents. The Home Sharing Program is a unique resource, as it is readily available and cost-effective, using existing Belmont housing to help its residents find or remain in affordable housing.

Unfortunately, the high cost of housing combined with lack of available housing, continues to be a challenge in the City of Belmont for persons with low to moderate incomes. The average rent for a one bedroom apartment in Belmont is \$1,300 per month (*Craigslist, Feb. 2011*). This rent is too high for many seniors on fixed incomes, single parents and their children and persons with disabilities.

As the downturn in the economy continues and unemployment continues to be high, the situation for some residents has become worse than in past years. Without affordable housing, these residents are at risk of becoming homeless, or of being forced to move from their places of employment, and from family and long-term support networks.

To attract and retain contributing members of the community, such as teachers, medical workers and service workers, it is important affordable housing options are available in Belmont. Otherwise, those who work here can be forced to live in outlying areas where housing is not as expensive. The result is they then spend long hours commuting, which affects morale, productivity, traffic congestion, and family life.

The key to the stability of families and communities is access to affordable housing. Working together, HIP Housing and the City of Belmont are striving to meet the housing needs of Belmont workers and residents, thereby maintaining a healthy, vibrant community. When affordable housing opportunities are available, we enable people to become a part of the community, and have the time to be involved in the schools and local activities.

While all of HIP Housing's program provide access to affordable housing, the Home Sharing Program is especially vital in helping Belmont residents find or remain in affordable housing. Home Sharing benefits all parties who participate, as it reduces the cost of housing to an average of \$605 per month, much less than the average rent for an apartment in Belmont of \$1,300. Home sharing also promotes independence, provides security and companionship, and helps meet the need for permanent affordable housing in the community.

To help meet the need for affordable housing in the City of Belmont, HIP Housing is requesting a \$15,000 grant from Redevelopment funding in support of its programs. This funding will help HIP Housing to provide affordable housing opportunities and resources for 50 Belmont residents, provide an additional 50 residents with referrals or a plan to address their housing concerns, and match 10-15 Belmont residents in housing the Home Sharing Program.

Program Descriptions

Redevelopment Funding from the City of Belmont is critical to assuring that HIP Housing can provide Belmont residents with a comprehensive array of housing services. The following is a summary of our programs:

Home Sharing Program - Matches individuals and families in home sharing arrangements to reduce housing costs. Home sharing "matches" are facilitated by HIP Housing staff who link persons with housing to share (providers) with persons (seekers) looking for affordable housing, reducing housing costs for both parties. Services include: application process and appointment of a housing coordinator; bi-lingual (Spanish/English) services; home visits to homebound seniors and persons with disabilities; facilitation of Living Together Agreements; follow-up for matched persons; mediation and linkage to community resources as needed. Home sharing exchange arrangements are also facilitated, in which one person does light housekeeping in exchange for reduced or no rent, for a less able-bodied person. A service exchange often is involves a frail senior or person with disabilities.

Self-Sufficiency Program - Empowers low-income families to transition from government assistance to self-reliance. There are two options in the Program: Stability through Housing and Resources for Empowerment (SHARE) and Housing Opportunities Program (HOP). SHARE

provides single-parents, who live in a HIP Housing owned or managed property, with subsidized rents as they pursue education or job training, and find employment. HOP provides housing scholarships and services to families who are able to complete their training or education within one year. Both programs provide case management, connection to community resources, and monthly Life Skills Workshops.

Property Development Program - Develops new housing or rehabilitates existing housing, to expand the pool of affordable housing for low-income residents and families.

Program Objectives 2011-2012

1. Answer telephone inquiries about housing, schedule interviews, provide Belmont residents with housing counseling, information and referrals. (50 – 70 per year)
2. Provide affordable housing units for adults and children who live or wish to live in Belmont, targeting seniors, single parents and their children, and others with special needs. The goal is to place 10 - 15 residents in shared housing each year.
3. Maintain follow-up contacts with persons placed in home sharing situations, including mediation services as needed. (Quarterly contact with home sharing matches).
4. Prevent homelessness by providing for the needs of persons who are at risk of becoming homeless, often the working poor and others with special needs.
5. Conduct community outreach to publicize HIP Housing's Home Sharing Program through presentations to service providers, organizations, shelters, Senior Centers, public service announcements, newspaper ads, home sharing posters, flyers, brochures in senior centers, libraries, agencies, churches, city halls and doctors' offices.
6. Make home visits to homebound senior citizens and persons with disabilities.
7. Provide housing and counseling services in English/Spanish/Cantonese/ German.
8. Interview, screen and enroll clients in the Self-Sufficiency Program, where participants receive housing assistance, case management and life-skills workshops, while they complete education or job training program in order to find sustainable employment.
9. Place Belmont residents in HIP Housing properties as vacancies arise.

Accomplishments

A well-established program, HIP Housing's Home Sharing Program was started in 1979, and has been providing services for over 30 years to San Mateo County. Over the years, we have matched approximately 15,000 individuals in home sharing arrangements. The Home Sharing Program is the largest home sharing program in the country, and has served as a model for other organizations starting home sharing programs.

With its reputation for excellence and innovation, HIP Housing is looked to as a resource for other organizations considering starting Home Sharing Programs. HIP Housing's Associate Director has consulted with other cities seeking to start Home Sharing Programs and is the Regional Director of the National Shared Housing Resource Center.

Examples of how our program has been a model: 1) In 2009-2010, we offered information, database instructions and technical assistance to Catholic Charities in Sonora, Open House in San Francisco and The Ventura Housing Authority. 2) We assisted a Laguna Beach housing committee with the planning and development of starting their own Home Sharing Program.

The Home Sharing Program has twice been recognized by Congress for its "innovative solutions to vexing housing problems", and has twice received the Maggie Tree Award for Excellence. An example of media coverage is that HIP Housing's Home Sharing Program Director was recently contacted by a researcher from CBS's Early Show. In an upcoming show, they will be covering Home Sharing stories involving women over 50, and contacted HIP Housing, along with other Home Sharing agencies nationwide. The Home Sharing Program Director connected the researcher with two of our clients to set up an interview. If a HIP Housing Home Share match is selected, a film crew will interview both the clients and the Program Director. The interviews will then be broadcast local and national television. This would be great outreach for HIP Housing's Home Sharing Program, and enabling us to connect with thousands of people who may be in urgent need of this program.

The best illustration of the program comes from the stories of those who participate in home sharing.

The following is the story of Belmont residents in the Home Sharing Program:*

Francis is a senior homeowner in Belmont who heard about the Home Sharing Program from her son. She applied to the program to find someone who could pay rent and also do a little work in the yard, take out the recycling and put out the garbage as needed. She met CJ over a year ago through the program.

CJ had lost his home after the mortgage payments increased beyond his means. He was having difficulty finding a place because he had a dog. Now that he is home sharing, CJ pays only \$700 a month for a 1 bedroom, 1 bath in-law unit. Francis says she chose HIP Housing because she heard good recommendations about the program. Having a housemate like CJ has helped her financially, and she doesn't have to worry about getting projects done around the house because CJ is there to help.

** Names changed to protect client's privacy.*

Conclusion

In the City of Belmont the need for affordable housing resources continues to be a critical challenge. HIP Housing's Home Sharing Program has proven to be a viable solution in helping low income individuals find housing, and reducing the number of homeless persons and families. When individuals and families are able to find safe, affordable housing quickly, they can remain in the community where they work and have friends and family. This creates stability and benefits the whole community.

To continue to provide these housing solutions to residents of Belmont, HIP Housing requests a \$15,000 grant for fiscal year 2011-2012. HIP Housing is grateful for the past support of the City of Belmont, as it has been instrumental in our success in finding housing for individuals and families in need in Belmont. Thank you for considering our request.